

**Workforce Partnership of Greater Rhode Island**

**Youth Council RFP Sub-Committee Meeting**

**August 18, 2008**

**Attendance:**

**Committee Members:** Johan Uvin, Elizabeth Gilheeney, and Andrew DeTora.

**Guest:** Cynthia Farrell.

**WPGRI staff:** Carlos Ribeiro, Karen Waters, Nick Ucci, and Gail DuPont.

**Carlos Ribeiro called the meeting to order at approximately 1:40 p.m.**

**The minutes from the Sub-Committee's previous meeting on January 25, 2008 were reviewed.**

**VOTE:** Elizabeth Gilheeney motioned to accept the minutes as written. Johan Uvin seconded and the motion passed.

**Andrew DeTora asked that the minutes be sent to the committee members in appropriate time of 1 to 1 ½ weeks after the meeting. Nick stated that he is working on a plan to accomplish this as the committee meets infrequently.**

**Carlos explained that the intention of the meeting would be to recommend funding for PY08 Youth Center and WIA Stand-Alone programs to the entire Youth Council. He added that negotiations had been conducted with those vendors who submitted proposals that rated above the rating threshold. He referred to a spreadsheet showing the requested funding amount before and after negotiations.**

**He explained that the four WIA Stand-Alone proposals received were: (1) CCAP proposed to serve 50 Younger, Out of School Youth for \$234,200.38 after negotiations; (2) CCAP proposed to serve 50 Older Youth for \$292,385.04 after negotiations; (3) Westbay Community Action proposed to serve 20 youth for \$130,891.98 after negotiations; and (4) a proposal received by Tri-Town Community Action Agency to serve Older Youth was not considered for funding as those clients would be served under a separate Youth Center contract.**

**Nick explained that staff had reviewed available dollars and stated that the organization could fund the two highest-ranking WIA proposals. He added that the organization did not have enough funding to fund the Westbay Community Action proposal. He also stated that during negotiations, WPGRI staff had some reservations regarding their capacity to conduct a successful WIA program, however, he had hoped that through partnerships and engagement with the system, that Westbay could be a potential vendor in the future. Nick noted that these concerns were addressed with the vendor during negotiations. Johan Uvin asked if any technical assistant could be offered to Westbay. and Nick responded that the**

WPGRI staff would be available to answer their questions and offer advice should they not be funded in PY08. Carlos added that the entire RFP process was in the process of being reviewed by the Youth Councils of the LWIBs and by vendors. He stated that the WPGRI recently received the results of a survey regarding the RFP process and, once this information is evaluated, a workshop would be held for all vendors to address their concerns. Johan asked if the Westbay proposal would be considered for funding should other funding streams arise. Nick explained that there is always the potential to revisit proposals that pass the rating threshold, but are not funded due to limited dollars. However, he also explained that WIA is a performance driven system and the Youth Council and Board would need to be assured that selected vendors could successful deliver on their contracted goals.

Johan suggested very specific procedures be put in place to monitor the large amounts of money CCAP has received by the two LWIBs. Cynthia Farrell expressed concern that all of the contracts seem to go to CCAP. Andrew DeTora advised caution and questioned at what point is maximum productivity reached – are vendors and their programs meeting the needs that are out there. Nick responded that the state is doing additional monitoring and said that he would like to have two monitors on staff to implement a more robust review system.

A motion was made to recommend to the WPGRI Youth Council that

**the following WIA Stand-Alone programs be funded by the WPGRI in PY08: CCAP (proposal 3) Younger Youth Out-of-School for \$234,200.38 to serve 50 WIA youth and CCAP (proposal 4) Older Youth for \$292,385.04 to serve 50 WIA youth.**

**VOTE: Andrew DeTora voted to accept the motion. Johan Uvin seconded. The motion passed unanimously.**

**Carlos explained that four proposals were received for youth centers in Pawtucket, South County, and Northern RI areas. Carlos noted that one proposal, submitted by the Northern RI Collaborative, did not pass the rating threshold and was not considered for funding. He explained that, as a result, one proposal remained for each of the three service delivery areas, and that each of these proposals had been negotiated. Carlos explained that CCAP had submitted a proposal for a Youth Center in Pawtucket to serve 330 youth for \$394,857.17; SCCA submitted a proposal for a South County Youth Center to serve 200 youth for \$320,614; and Family Resources submitted a proposal for a Woonsocket Youth Center to serve 200 youth for \$480,108.51. Carlos stated that negotiations were able to bring the costs down for all of these contracts, and that the contracts would be written for a 17 months period in an effort to align all contracts with the same date in 2010.**

**Nick stated that he reviewed the costs of the proposals before and after negotiations, as well as the numbers served in each proposal.**

**Due to budget limitations and comparative analysis, Nick stated that the WPGRI staff agreed that the Family Resources proposal be negotiated down further to a to a maximum of \$420,000.00. He added that, if approved, this would still represent the largest contract on record with the WPGRI in PY08.**

**Johan stated that he would like to make sure programs are monitored for quality and are not enrollment driven. Liz added that considerations should be shown if they are reaching their performance levels and had reasonable cost amounts, stating that the bottom line is about the youth – are they getting services, are they quality services, and are they delivering performance?**

**After discussion by staff and the Sub-Committee regarding contract costs and service levels, a motion was made to recommend to the WPGRI Youth Council that the CCAP Pawtucket Youth Center proposal (proposal 1) be funded for up to \$394,857.17 and to have staff work with the vendor to increase the contracted service level up to 500 youth (40 WIA).**

**VOTE: Johan Uvin voted to accept the motion. Elizabeth Gilheeney seconded. The motion passed unanimously.**

**A motion was made to recommend to the WPGRI Youth Council that the SCCA South County Youth Center proposal (proposal 2) be funded for up to \$320,614.00 and to have staff work with the vendor to**

**increase the contracted service level up to 300 youth (30 WIA).**

**VOTE: Elizabeth Gilheeney voted to accept the motion. Johan Uvin seconded. The motion passed unanimously.**

**A motion was made to recommend to the WPGRI Youth Council that the Family resources Woonsocket Youth Center proposal (proposal 5) be funded for up to \$420,000.00 and that that the staff work with the vendor to increase the contracted service level up to 250 youth (50 WIA).**

**VOTE: Elizabeth Gilheeney voted to accept the motion. Johan Uvin seconded. The motion passed unanimously.**

**Being no further business to conduct, Elizabeth Gilheeney motioned to adjourn. Johan Uvin seconded. The meeting was adjourned at approximately 2:30 P.M.**

**Respectfully submitted,  
Gail DuPont**